



## MEMORANDUM

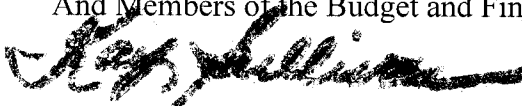
Harvey Ruvin  
Clerk of the Circuit and County Courts  
Clerk of the Board of County Commissioners  
Miami-Dade County, Florida  
(305) 375-5126  
(305) 375-2484 FAX  
www.miami-dadeclerk.com

Agenda Item No. 6 (A)

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TO: Honorable Chairperson Jimmy Morales  
And Members of the Budget and Finance

DATE: October 16, 2003

  
FROM: Kay M. Sullivan, Director  
Clerk of the Board

SUBJECT: Approval of Commission  
Committee Minutes

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The Clerk of Board's office is submitting the following Clerk's Summary of Minutes for approval by the Budget and Finance Committee:

August 13, 2003

Attachment  
KMS/js



Stephen P. Clark  
Government Center  
111 N.W. 1st Street  
Miami, FL 33128

# CLERK'S SUMMARY OF Meeting Minutes Budget and Finance Committee

Jimmy L. Morales (7), Chairperson; Katy Sorenson (8), Vice Chairperson;  
Commissioners Jose "Pepe" Diaz (12), Sally A. Heyman (4), Dennis C. Moss (9), and  
Rebeca Sosa (6)

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Wednesday, August 13, 2003

6:30 PM

North Dade Regional Library

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**Members Present:** None.

**Members Absent:** None.

**Members Late:** None.

**Members Excused:** None.

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## 1A ROLL CALL

**Report:** *In addition to Chairperson Jimmy Morales, the following support staff was present: Mr. David Morris, Director, Office of Management and Budget, Ms. Jennifer Armand, Budget Analyst, Office of Management and Budget, Ms. Amber Riviere, Budget Analyst, Office of Management and Budget and Deputy Clerk Jovel Shaw.*

## 1B WELCOME

**Report:** *Chairperson Morales welcomed everyone and staff who were present at today's Committee meeting. He announced the mandated statutory budget hearings would be held on September 3, 2003, and September 17, 2003 at 5:00 p.m. in the Commission Chambers.*

## 1C INTRODUCTIONS AND ACKNOWLEDGEMENTS

**Report:** *Chairperson Morales introduced the members of the City of Miami Gardens Council and the Community Councils 3, 4 and 5 who were present at today's meeting. He noted Commissioner Betty T. Ferguson would join him later.*

## 2 PUBLIC HEARING

## 2A 032205 Report

ORAL PRESENTATION - PROPOSED FY 2003-2004  
BUDGET AND MULTI-YEAR CAPITAL PLAN (Office of  
Management and Budget)

**Report Received**

**Report:** *Ms. Jennifer Armand, Budget Analyst, Office of Management and Budget, made an oral presentation outlining the "FY 2003-04 Proposed Budget and Multi-Year Capital Plan." She noted that currently the proposed budget did not recommend budget cuts and the current level of services would be maintained. Ms. Armand pointed out the proposed budget was in working progress and there were pending items that would be addressed prior to the September 2003 budget hearings.*

*Ms. Armand noted the management approach and presented a budget overview of Miami-Dade County's FY2003-04 budget that comprised of six separate budgets. She highlighted the percentage breakdown that make-up the operating and capital budgets.*

*Mr. David Morris, Director, Office of Management and Budget, reviewed the tax roll growth and noted the Homestead property taxable value growth was limited to 2.4%. He pointed out the total millage remained the same in the unincorporated area.*

*Chairperson Morales pointed out the proposed millage rates and the County Manager's proposal was similar to last year's budget.*

*Ms. Armand provided an overview of the proposed millage rates for FY2003-04.*

*Mr. Morris discussed the budget amendment for this current year and the use of the countywide contingency fund to cover costs incurred for elections. He noted the need in the community for the County to fund and create an Emergency Contingency Reserve. Mr. Morris stated staff reviewed the County's contingency reserve and the amount carried over from year to year. He pointed out the Manager's recommendation suggested that the County reduce the amount to fund the debt service countywide. Mr. Morris stated the millage rate for .105 mills would reduce debt service and shift that percentage to the countywide operating budget. He stated there would be no difference for millage that would be charged to each property owner. Mr. Morris indicated that 1/10th of a mill*

**Budget and Finance Committee**

**CLERK'S SUMMARY OF**

**Meeting Minutes**

**Wednesday, August 13, 2003**

*that would be in the operating budget and staff recommended those funds be set aside for an Emergency Contingency Reserve. He pointed out those funds would be utilized for an emergency and if not used funding would be carried over from year to year. Mr. Morris noted that at the end of the eighth year the County would have a substantial contingency reserve in an estimated amount over \$100 million. He indicated the County could transfer that 1/10th of a mill back to debt service. Mr. Morris stated the Manager's proposed recommendation would include a general obligation bond issue to be presented to the voters to do major infrastructure improvements that were needed for capital projects. He suggested taking the 1/10th of a mill in eight years and setting it aside for eight years in the Emergency Contingency Reserve then moving the millage back. Mr. Morris stated therefore, the County could have the funding for a bond issue in the range of \$1.2 to \$1.6 billion.*

*Ms. Armand reviewed the countywide budget that addressed the following issues:*

*-A cost adjustment for Article V to be implemented in July 2004;*

*-An adjustment for the Transit maintenance effort to accommodate mowing cycles, payroll processing, and debt service paid by General Fund in FY 2001-02;*

*-Funding for the Tri Rail and a Regional Transportation Authority;*

*-An estimated increase in the attrition for 2% up to 7% for General Fund agencies with overall 8% attrition;*

*-Funding for \$1.2 million for beach nourishment and river dredging;*

*-Funding for \$11.6 million for Elections excluding the cost of the November elections;*

*-Funding for \$1 million for the Summer Youth Employment Program,*

*-Funding for \$8 million for the security costs associated with the Free Trade Area of Americas (FTAA),*

*-Funding for \$2 million for a new facility for the Preventive Maintenance Program,*

**Budget and Finance Committee**

**CLERK'S SUMMARY OF**

**Meeting Minutes**

**Wednesday, August 13, 2003**

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*-Funding for \$.46 million for Head Start centers and modular classrooms,*

*-Funding for \$850,000 for a half-year operation plus cost of programming for an Answer Center,*

*-Funding for \$2 million (annually) for increased support to the Alliance for Human Service,*

*-Funding for \$300,000 for increased support to Cultural grants, and*

*-Funding for \$2.6 million for a Health flex program for the working uninsured.*

*Chairperson Morales stated that in the past the County has received \$2 million in Federal funding for the Summer Youth Employment Program. He indicated the Federal funding cut for summer youth employment initiated the County to seek its own funding for summer youth employment. He also noted a Summit of Ministers scheduled in Miami-Dade County would need adequate security.*

*Ms. Armand provided an overview of the Unincorporated Municipal Services Area (UMSA) budget expenditures and revenues for FY2003-04. She noted the UMSA budget included recent incorporation's, maintenance for current level of police services, construction of 11 new and expanded park facilities and \$5 million for the Quality Neighborhood Improvement Program (QNIP) re-allocation.*

*Ms. Armand reviewed the budget for the Fire District that included the following recommendations:*

*-Three response units to be phased-in at a cost of \$1.9 million;*

*-The implementation of the Motorcycle Emergency Rescue Team (MERT) Pilot Program at a cost of \$285,000;*

*-Replacement of the radio; and*

*-An increase in the transport fee.*

*Chairperson Morales welcomed Commissioner Ferguson to today's meeting.*

*Ms. Armand noted the Library District budget*

## Budget and Finance Committee

CLERK'S SUMMARY OF

Meeting Minutes

Wednesday, August 13, 2003

*included the following recommendations: the current year mini-libraries which existed in Naranja, Tamiami, Lakes of the Meadow, and an expansion of the Doral mini-library; next year, mini-libraries to be established in West Miller/Sunset, Palmetto Bay, West Grove/Virrick Park; and the design phase for the Naranja and Kendall Lakes branches.*

*Ms. Armand presented the fees and charges for the proprietary funds and the Water and Sewer end of the year fund balances and comparative rates.*

*Mr. Morris provided an overview of the proposed fees and charges for proprietary funds recommended for parks, animal control, stormwater utility, water, sewer, and solid waste. He noted the Water and Sewer Department proposed an increase of 6% in October 2003 and an additional 6% in October 2004, which represented an increase of \$1.95 per month for the average customer.*

*Mr. Morris pointed out that the Solid Waste Management budget included the following recommendations: an increase for the annual collection fee from \$349 to \$399; an expansion of the automated pick-up service to reduce cost; the implementation of a Dumpster fee of \$10 per year for multi-family, condominium and commercial facilities; a landscaper fee program that would charge landscapers for the use of the trash recycling centers; and the elimination of "go backs" services.*

*Ms. Armand indicated staff was preparing reports to be presented prior to the September Budget hearing for additional savings plans to offset effects of increase attrition or increase reserves. She pointed out the studies would include organizational reviews, alternative service delivery, options for internal services, compensation policies, position growth, and customer service programs.*

*Ms. Armand presented the Community Councils' priorities list for public safety, infrastructure, and parks.*

*Mr. Morris pointed out the Commissioner for the respective Commission District would prioritize the QNIP and the allocation of funds for a QNIP project was part of the County budget process. He noted there was not enough funding for the entire QNIP projects in the QNIP allocation to fund all*

**Budget and Finance Committee**

**CLERK'S SUMMARY OF**

**Meeting Minutes**

**Wednesday, August 13, 2003**

---

*projects on the eligible list. Mr. Morris stated input from the community, the district commission, and staff was needed on how to prioritize those projects for each Commission District.*

*Ms. Armand noted that currently there was no plan to provide mailboxes to Community Council members. She stated staff would maintain mail outs for Community Councils. Ms. Armand also noted checks are processed in the month of November for each fiscal year.*

*Commissioner Ferguson thanked everyone for his or her presence and participation in the process.*

*Upon concluding the foregoing presentation, Chairperson Morales opened the floor for public participation.*

*In response to an inquiry regarding the 2.4% Homestead property taxable value growth, Chairperson Morales stated the percentage paid to the General Fund, UMSA, Fire, and Library from residents in this community would be used in this area for services.*

*In response to a question regarding capital improvement for the North Dade Regional Library, Ms. Sylvia Mora-Ona, Assistant Director, Branch Services, and Youth Services, Miami-Dade Library indicated staff was currently in the process of developing the cost estimate for capital improvements.*

*Councilwoman Audrey King, City of Miami Gardens urged staff to put forth effort to ensure that all of the capital improvements are completed.*

*In response to an inquiry made by an unidentified member of the public regarding the New Facility Preventive Maintenance Program, Mr. Morris stated the foregoing program was for maintenance of County facilities. He noted the Commission has named this program as a priority issue for Miami-Dade County General Services Administration who recommended \$2 million for personnel and materials. Mr. Morris concluded this program would reduce the overall cost for maintenance of County facilities.*

*In response to an inquiry made regarding the current funding for parks in the Carol City area and the bid process, Chairperson Morales stated if those parks were identified and recommended for funding through the Safe Neighborhood Parks*

*Program that funding would remain. He indicated QNIP funding was utilized in UMSA.*

*Mr. Jorge Mora, Parks Capital Improvement Program Coordinator, Miami-Dade Parks and Recreation, stated the parks in question - Miami Carol City, Brentwood, and Carol City Community Center running track - received QNIP funding. He indicated those projects were in the bid and award phase. Mr. Mora pointed out due to the City of Miami Gardens incorporation, discussion with the new City officials was required and the current development phase would be completed. He concluded that permits had been issued for these projects.*

*Following discussion concerning the status of park improvements in Commission District 1, Commissioner Ferguson requested a response from the Office of Management and Budget. She pointed out the City of Miami Gardens would now be in charge of all its parks upon the execution of an interlocal agreement. Commissioner Ferguson questioned whether a hold would be placed on the funding previously allocated for parks in this community.*

*Mr. Morris indicated in terms of the Safe Neighborhood Park funding, impact fee funding, and any other grant funding, there should be no hold on funding. He noted the issue raised by Mr. Willie Dykes, a member of the Park and Recreation Citizens' Advisory Committee would be addressed by the QNIP funding because that was used for UMSA. Mr. Morris stated the policy for an area that was identified for QNIP funding which later became incorporated was to complete whatever phases were currently under contract. He also pointed out discussion would be held with newly elected official of the incorporated area to determine its park priorities. Mr. Morris further discussed the process during the transition period for newly incorporated areas as it pertained to the taxes collected by the County.*

*Chairperson Morales stated the County Commission could adopt a different policy direction, at the request of the District Commissioner, in this case Commissioner Ferguson. He indicated the policy would release the QNIP funding for park projects in this community that should been completed years ago.*

*Mayor Shirley Gibson, City of Miami Gardens spoke in connection with the County's policy*



## Budget and Finance Committee

CLERK'S SUMMARY OF

Meeting Minutes

Wednesday, August 13, 2003

*pertaining to park funding that has previously been allocated and not utilized for parks located within the new City. She urged the County to change its policy in the delivery of that funding for those projects, which are now incorporated in the City of Miami Gardens.*

*Ms. Cynthia Curry, Acting City Manager, City of Miami Gardens noted preliminary discussions were held with the UMSA Policy Analysis and Services Planning Unit in the Office of Management and Budget. She indicated the QNIP funding would be impacted due to the designated usage of those funds in unincorporated areas. Ms. Curry noted the City's concern that QNIP projects were not addressed when the North Dade Municipal Advisory Committee developed the proposed budget for the City. She indicated if the City had to assume responsibility for administering and managing a QNIP that would be an additional cost to the City. Ms. Curry pointed out if the County continued to administer and manage the QNIP for the City a management fee would be applicable for that service. She concluded by stating it would be a budgetary impact for the City.*

*Commissioner Ferguson questioned an administrative fee being charged to the City of Miami Gardens by the County. She indicated she was in favor of those projects identified being carried out as originally proposed.*

*Mr. Morris requested that a meeting be held with staff and Ms. Curry to address the administrative cost in question.*

*In response to Commissioner Ferguson's question regarding a policy change by the County Commission, Chairperson Morales requested staff place the QNIP policy issue on the next Budget and Finance Committee meeting scheduled for September 18, 2003.*

*Mr. Morris stated the policy issue may be addressed at the Budget Hearing and would verify to make sure it could be addressed at that time.*

*In response to an unidentified member of the public regarding the review process for not only the QNIP policy issue but for all funding issues that were outstanding for Commission District 1, Chairperson Morales stated the QNIP funding encompass different funding policies compared to other funding sources. He reiterated QNIP*

*funding was designated for use in unincorporated areas.*

*Commissioner Ferguson pointed out several interlocal agreements would be executed for the City of Miami Gardens and each agreement must be addressed separately and not uniformly.*

*Following concerns raised by an unidentified member of the Urban Revitalization Task Force regarding funding for economic development in the City of Miami Gardens and targeted urban areas, Chairperson Morales noted the concerns raised and asked staff to respond.*

*Mr. Morris stated the County's economic development funding would remain the same and funded in an estimated amount of \$120 million. He noted the Community Development Block Grants, the Urban Economic Revitalization Task Force that included Section 108 Loan for economic development in the approximate amount of \$40 million, the Metro-Miami Action Plan, and the Empowerment Zone funding. He further pointed out other funding sources for economic development.*

*Ms. Curry stated the City of Miami Gardens has created a committee to oversee the start-up funding for the City to ensure that the City has applied for all of the necessary State funding. She noted in terms of other revenues, the City would address services along with economic development and business opportunities in the near future.*

*Chairperson Morales stated concerns pertaining to economic development should be forwarded to the Economic Development and Human Services Committee chaired by Commissioner Rolle.*

*In response to a concern raised by Ms. Sharon Frazier regarding improvements for Scott Park, Chairperson Morales stated the QNIP policy issue should be resolved in September.*

*In response to Mr. Juan Garcia, member of Community Council #5 regarding the design phase of flashing school signals at Joella C. Good Elementary School, a representative from the Department of Public Works indicated he would meet with Mr. Garcia to address his concern.*

*Chairperson Morales asked staff to review that specific issue and noted a funding*

**Budget and Finance Committee**

**CLERK'S SUMMARY OF**

**Meeting Minutes**

**Wednesday, August 13, 2003**

---

*recommendation was outlined in the FY2003-04 Budget for that project.*

*In response to inquiry from a member of the public regarding the differences between last year's and this year's recommended fiscal budget, Chairperson Morales stated compared to other cities, the County would maintain its current level of services and employment.*

*Mr. Morris pointed out the amount of attrition that was outlined in the presentation that meant departments funded through the General Fund would keep vacant positions longer. He noted services would be impacted but overall the level of services would be maintained. Mr. Morris stated staff was currently evaluating the impact on the delivery of services with the additional attrition rate being absorbed by departments. He explained further that attrition meant if a vacancy occurred in a department, the vacancy would not be filled immediately. Mr. Morris concluded by stating the major step for the County was the establishment of the Emergency Contingency Reserve.*

*Chairperson Morales pointed out this fiscal year budget was the first since the passage of the ½-penny Transit Sale Tax.*

*Following discussion concerning the Homestead property taxable value growth and other tax roll growth, Mr. Morris indicated the City of Miami Gardens would be given credit for all property taxes paid into the UMSA budget.*

*In response to an inquiry regarding any interest accrued on funding designated for Miami Gardens being forwarded to the City, Mr. Morris stated the policy used for other incorporations would apply to the City of Miami Gardens.*

*Discussion ensued concerning Safe Neighborhood Park (SNP) funding and the use of the earned interest for the benefit of the SNP Program.*

*Commissioner Ferguson noted Commission District 1 had not been allocated funding from the interest earned on SNP funding. She discussed funding previously allocated for park projects listed in District 1 that had not been used as of yet.*

*Chairperson Morales stated existing municipalities could apply for interest earned funding.*

**Budget and Finance Committee**

**CLERK'S SUMMARY OF**

**Meeting Minutes**

**Wednesday, August 13, 2003**

---

*In response to an inquiry regarding plans for a sub-regional library, Ms. Mora-Ona noted discussions were held to provide library services to municipalities that would require an execution of an interlocal agreement. She pointed out a \$50 per year cost would be charged to non-UMSA or non-taxing district residents for usage of the County's library services. Currently any resident could use the public libraries but would not be able to check out materials from the library.*

*In response to an inquiry made by a member of the public regarding the 27th Avenue Corridor, Chairperson Morales stated priority has been given to the North Corridor and then to the East/West Corridor.*

*A representative from the Transit Agency stated currently the North Corridor was in its design phase and it would take approximately seven years for construction.*

*Following a concern raised regarding a QNIP project for NW 207th Street near North County Elementary School, Chairperson Morales expressed his willingness to waive the Committee rule in order to have the QNIP policy addressed at the September 3, 2003 Budget Hearing.*

*Mr. Morris stated the QNIP funding designated for Commission District 1 would remain in District 1. He indicated Commissioner Ferguson would determine the priority of how those funds would be expended in the district. Mr. Morris stated the issue for the Commission to consider was whether QNIP funding could be allocated and used within a municipality.*

*Following an inquiry regarding sidewalk improvements in Commission District 1, Chairperson Morales noted there was a funding recommendation for 17 sidewalk projects in the current QNIP list for Commission District 1.*

*Councilwoman Barbara Watson, City of Miami Gardens, stated the issue of geographic boundaries of an unincorporated area that becomes incorporated. Ms. Watson pointed out the Commission should give consideration to its policy regarding taxes collected and generated for that area should remain due to the large percentage of the incorporated area. She noted the City of Miami Gardens incorporated 80% of Commission District 1 with only 20% remaining unincorporated.*

*Chairperson Morales noted there were two issues before the Committee (1) taxes paid and collected to date such as parks should remain in the Commission District and (2) the ability for new QNIP funding to use in municipalities.*

*In response to an inquiry regarding the status of Flashing School Signals at Parkway Elementary School, Chairperson Morales requested the representative from the Department of Public Works obtain the information from the speaker and follow-up with the citizen.*

*Major Willie Marshall, Carol City Police Station, Miami-Dade Police Department stated as part of the Community Oriented Policing police officers are on morning patrol in the school area. Mr. Marshall pointed out the officers would be vigilant in that effort to ensure safety for the children.*

### **3 QUESTIONS AND ANSWERS**

### **ADJOURNMENT**

**Report:** *There being no objections, the public hearing for the Budget and Finance Committee adjourned at 9:03 p.m.*